



DEPARTMENT OF THE ARMY  
U.S. Army Forces Central Command - SA  
RIYADH SAUDI ARABIA  
APO AE 09852



#2002-6

POLICY LETTER # 6 – DRIVING POLICY

11 AUG 02

1. Applicability.

a. This Policy Letter applies to all military personnel and federal civilian employees assigned, attached, on temporary duty, or otherwise sent to Saudi Arabia to support ARCENT-SA. It also applies to any unit, section, detachment, or other organizational entity attached to or otherwise under the direction or control of ARCENT-SA. This Policy Letter also applies to all family members accompanying the military personnel and federal civilian employees. The term “federal civilian employees” includes individuals who have an employment or contractual relationship with the Department of the Army, Department of Defense, or any other U.S. Government agency.

b. This Policy Letter applies to the personnel described above when they are in Saudi Arabia, Kuwait, Bahrain, Qatar, or any other country in the USCENTCOM AOR.

2. Punitive Effect. This Policy Letter is a lawful order. Personnel who violate this Policy Letter may be prosecuted and punished under the Uniform Code of Military Justice and/or federal criminal statutes, including the Military Extraterritorial Jurisdiction Act. Violators may also receive administrative sanctions, including separation from the service, termination of employment, or cancellation of a contractual relationship.

3. Purpose. The customs, laws, and regulations of Saudi Arabia significantly restrict freedom of movement within its borders. This policy letter is issued in order to comply with host nation restrictions and to promote general vehicle safety.

4. OPERATION OF ARCENT-SA VEHICLES IS A PRIVILEGE THAT CAN BE REVOKED. Personnel who do not comply with the provisions of this Policy Letter may lose their driving privileges for their entire assignment with ARCENT-SA. Furthermore, violations of this Policy Letter may result in the loss of Non-Tactical-Vehicle (NTV) use by the section or unit.

5. DRIVER QUALIFICATION REQUIREMENTS.

a. It is prohibited to operate any motor vehicle of any description, tactical or non-tactical, until an individual has been present in the Kingdom of Saudi Arabia for seven continuous days.

This rule is designed to give new arrivals time to become familiar with the laws, customs, and hazards of driving in Saudi Arabia and to provide adequate time to attend the driver's training course.

b. Briefing Requirement. Prior to driving any ARCENT-SA vehicle the driver must have attended the ARCENT-SA Newcomer's Briefing or a separate briefing that covers safety, command policies, and host nation customs and laws. In addition, the driver and senior occupant of any vehicle traveling off-post must be listed on a valid Mission Pass or Liberty Pass.

c. Types of Vehicles. A Non-Tactical Vehicle (NTV) is any ARCENT-SA civilian-type passenger vehicle (e.g., Jeep Cherokee, Toyota Land Cruiser, and General Motors Suburban) dispatched for general-purpose use (commuting to and from work, travel on official business, and travel for non-official purposes). An Army Military Vehicle (AMV) is any vehicle that is standard in the U.S. Army for military missions or tactical purposes (e.g., HMMWVs, 5-ton trucks, and HEMTTs). A Non-Army-Standard vehicle is motorized heavy equipment (such as a Caterpillar bulldozer or PH crane) or a vehicle manufactured for a primary purpose other than passenger transportation (such as a Mack truck or Mann Truck), which, although part of the ARCENT-SA vehicle inventory, was not issued to ARCENT-SA from the standard U.S. Army inventory.

d. It is prohibited to drive an NTV unless, in addition to the seven-day waiting period and the briefing requirements, the operator:

(1) Has a current and valid driver's license recognized as valid within the United States; and

(2) Has read this Policy Letter, understands it, and has signed a written acknowledgment of this receipt and understanding.

e. It is prohibited to drive an AMV until and unless, in addition to the seven-day waiting period and the briefing requirements, the operator:

(1) Possesses a current Standard Form 46 for the class of vehicle to be driven; and

(2) Has read this Policy Letter, understands it, and has signed a written acknowledgment of this receipt and understanding.

f. It is prohibited to operate any Non-Army-Standard vehicle or equipment until and unless, in addition to the seven-day waiting period and the briefing requirements, the operator:

(1) Has reported to the ARCENT-SA G-4 Transportation section for training and certification;

(2) Has read this Policy Letter, understands it, and has signed a written acknowledgment of this receipt and understanding;

(3) Has been certified as properly trained and licensed. This certification must be in the form of a written certificate from the ARCENT-SA G-4 or an AF Form 141 from the Air Force Civil Engineers Squadron. Operators with military licenses for similar vehicles or equipment must still have their proficiency tested and certified for the particular Non-Army-Standard vehicle or equipment;

(4) Has ensured that his unit has an SF 46 and a DA Form 348 that reflects the requisite training and certification; and

(5) Before dispatching the vehicle or equipment, has shown to the ARCENT-SA TMP proof of qualification for the vehicle or equipment.

#### 6. SPEED LIMITS:

a. General Rule. Unless lower speed limits are posted on a particular road or highway, the maximum speed limits described below must be obeyed. Wherever lower speed limits are posted, such lower speed limits are mandatory and must be obeyed. Accordingly, it is the duty of every driver to be sufficiently familiar with Arabic numerals to recognize, understand, and obey posted speed limits.

b. Speed Limits on Eskin Village: The maximum authorized speed limit on Eskin Village is 40 kph; however, most areas of Eskin Village have a maximum posted speed limit of 30 kph. The speed limit is as low as 20 kph in congested areas. The speed limit on Eskin Village is strictly enforced. Violations of posted speed limits may result in loss of driving privileges, other administrative sanctions, or military justice proceedings pursuant to the UCMJ. When passing units or individual soldiers conducting physical training the speed limit will not exceed 20 kph.

c. Speed Limit for NTVs: Unless lower speed limits are posted: 100 kph on highways; 80 kph on secondary roads. When the posted speed limit is lower, that lower posted speed limit must be obeyed.

d. Speed Limit for AMVs: Unless lower speed limits are posted: 45 mph maximum on highways; 40 mph on secondary roads. When the posted speed limit is lower, the lower speed limit must be obeyed.

## 7. TWO-PERSON RULE

a. When traveling outside the physical boundaries of Eskan Village or PSAB, the following rules apply:

- (1) At least two persons must be in the vehicle;
- (2) The driver must be male; and
- (3) At least one of the occupants must be a Sergeant (E-5) or above.

b. Requests for an exception to any part of the two-person rule will be made in writing to the ARCENT-SA Commander through the ARCENT-SA Deputy Commander. The request will state why the exception is necessary to achieve mission requirements. The ARCENT-SA Deputy Commander and the ARCENT-SA Commander are the only persons authorized to grant an exception to the two-person rule.

8. FEMALES ARE PROHIBITED FROM OPERATING ANY TYPE OF MOTOR VEHICLE IN THE KINGDOM OF SAUDI ARABIA. The only exception is that females may drive while on PSAB or Eskan Village, whether or not on official business. When riding in a vehicle off post, females are not required to ride in the rear seat, but are encouraged to do so. To ensure access to off-post dining, shopping, and other leisure activities for female soldiers, federal civilian employees and family members, a number of options exist. Women in this Command may travel with others on a space available basis in their non-tactical vehicles, they may participate in frequent MWR trips into downtown Riyadh and orientation trips for new soldiers, and they may use travel vouchers to travel into the city.

## 9. VEHICLE USE

a. Prohibition Against Off-Road Use. It is prohibited to operate an AMV, NTV or Non-Army-Standard vehicle of any description except on a surface that is both specifically engineered and in sound, safe condition for regular use by motor-vehicle traffic. The only exception to this prohibition is when such travel is determined by a commander as essential to a military mission, necessary for military training, or part of a command-approved MWR or Chaplain's trip. Use of any vehicle of any description on sand dunes is prohibited except when essential to mission accomplishment during a period when ARCENT-SA is engaged in military operations.

b. Use of AMVs and Non-Army-Standard Vehicles.

(1) These vehicles will be used for official, duty purposes only. It is prohibited to use these vehicles for non-duty or unofficial purposes.

(2) The operator and all other occupants must wear the complete military uniform, to include headgear.

c. Use of NTVs:

(1) Because privately owned vehicles (POVs) are not authorized, NTVs are authorized for both duty purposes (such as official travel and commuting to and from work) and non-duty, unofficial purposes (such as morale/welfare travel).

(2) When traveling in uniform on military installations, the complete uniform must be worn by all occupants, driver and passengers included. It is permissible, however, to operate a vehicle on Eskan Village without wearing a military hat. When traveling off-post, hats will not be worn.

10. Obedience to Clothing Rules. All vehicle occupants, driver and passengers alike, must adhere to the clothing requirements outlined in this Policy Letter and the ARCENT-SA memorandum regarding the wear of uniforms and civilian clothes (attached to Policy Letter #1).

11. Except as required by official business, vehicle operators will not provide transportation for any person except those known by the operator to be U.S. military personnel, federal civilian employees or family members accompanying the U.S. Armed Forces and civilian employees. In addition, vehicle operators will not render assistance to non-U.S. military personnel whose vehicles appear stuck in the sand or broken down.

12. Accident Procedures. In the event of a vehicle accident, the vehicle occupants may render first aid to accident victims provided they are competent to do so without causing further injury to the victims. The vehicle operator must comply with the following procedures:

a. Inform your commander about the accident as soon as possible. For off-post accidents:

(1) Wait for Saudi Police. Upon arrival, present a copy of the letter included in your driver's package concerning insurance procedures of US NTVs.

(2) Inform unit by cell phone.

(3) Fill out Forms SF91 and DD518 and provide to unit upon arrival at Eskan Village.

(4) Contact G5 if there are problems with local populace or police at the scene.

(5) Do not leave until released by Saudi authorities.

(6) Follow up by submitting to the PMO a full report concerning the circumstances of the accident as soon as possible.

(7) Within 24 hours of the accident, notify the Command Judge Advocate of the accident, so that Foreign Claims procedures can be initiated.

b. For on post accidents:

(1) Inform Military Police immediately.

(2) Inform unit once released from the accident scene.

(3) Fill out Forms SF91 and DD518 and assist with USAF traffic investigation by providing requested information.

(4) If damage requires off-post repair, MoDA must respond and complete a report.

(5) Do not depart the accident area until cleared to do so by the Military Police responding to the accident.

13. DAILY PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS). At a minimum, all vehicle operators will perform weekly PMCS during command maintenance. The PMCS will include checking and properly maintaining: all fluid levels (to include brake fluid, transmission fluid, coolant, windshield wiper fluid, and oil levels); tire condition and pressure; belts; headlights, signal and brake lights; and battery connections. It will also include a check of the area under and immediately around the vehicle for leakage from the vehicle, as well as suspicious indicators such as loose wires, tape, and marks on the vehicle.

14. All Vehicle Occupants Must Wear Safety Belts. Vehicle operators will limit the number of occupants to the number of operational seat belts, and all occupants, driver and passengers alike, must wear seat belts, securely fastened, at all times except for entering and exiting the vehicle at arrival and departure points. The operator will confirm that all seat belts are securely fastened before driving the vehicle. The senior occupant of the vehicle is, of course, also responsible for this essential safety requirement. This requirement applies to all vehicles, tactical and non-tactical, whether NTV, AMV, or Non-Army-Standard.

AFRD-SA-CDR

SUBJECT: Policy Letter Number 6 – Driving Policy

15. PROHIBITION AGAINST PRIVATELY OWNED VEHICLES AND RENTAL CARS. It is prohibited for any individual covered by paragraph 1 above to do the following: rent an automobile; operate any rented automobile, even if rented by someone else; or operate any privately owned vehicle. This prohibition applies whenever the individual is in Saudi Arabia, Kuwait, or Bahrain. The only exception is that automobiles may be rented by civilian-contractor personnel and government TDY personnel who are not entitled to transportation support from ARCENT-SA--provided that the agency or company that has sent them to support ARCENT-SA has authorized and is paying for the rental.

16. Along with the privilege of operating a motor vehicle comes responsibility. I hold each operator personally responsible for the safe operation, proper care and maintenance, and general appearance of his or her assigned vehicle. If you abuse or misuse government equipment, you will be held responsible. The bottom line is, care for and maintain a government vehicle as if it were your own.

17. Leader Responsibilities.

a. Each commander, staff-section chief, and special-section chief is responsible to issue this Policy Letter and to ensure understanding from each individual working in the respective unit, staff section, or special section.

b. The requirement to read and acknowledge understanding of this Policy Letter is a prerequisite to the use of ARCENT-SA vehicles.

c. Commanders, section chiefs, supervisors, and vehicle senior occupants are responsible for enforcement of the provisions of this Policy Letter.

*// ORIGINAL SIGNED //*  
THOMAS H. STANTON  
COL, AD  
Commanding

DISTRIBUTION:

A